


Procedures For Professional Development Activities

Prior Approval

 The Champlain Valley Regional Standards Board DOES NOT REQUIRE PRIOR APPROVAL as a condition for final approval of a professional development activity. The Board may **NOT** approve relicensing credit after the activity has been completed if the activity does not meet the approval criteria.







Each administrator **must** be familiar with the process and conditions for obtaining approval of professional development activities, as specified in this RSB Plan of Operation.

⑤ ACTIVITY PROCEDURE ⑤

- A. The administrator successfully completes an activity and provides the district zone with the appropriate documentation and a brief REFLECTIVE STATEMENT.
- B. The district zone provides final approval and returns all signed copies.
- C. The administrator completes the above record keeping duties.
- D. Final approval must be accomplished within one year of the date of completion. If additional time is needed a written request must be made to the District Representative.

* **IMPORTANT** Reference and justify the professional growth area(s) of your Individual Professional Development Plan to which this activity applies.

YOUR REFLECTIVE NARRATIVE MUST SHOW:


-  Evidence of new learning and growth for the educator
-  How the educator=s practice will be improved
-  How student learning will be improved
-  A connection to IPDP goal(s)
-  A connection to the educator=s endorsement(s)
-  A connection to the *Five Standards for Vermont Educators*

Continued Over 

Number of Relicensure Credits Required

...Recommendation for renewal of...Level II License and endorsement(s) from...local or

regional standards board... shall be made...if the applicant has documentation of a minimum of nine relicensing credits in subject areas related to each endorsement and to the IPDP goals. Certain professional development activities may apply to more than one endorsement. The local or regional standards board will determine the applicability of professional development activities and grant approval for relicensing credits.

PLEASE NOTE  Three (3) of the nine (9) relicensing credits are required to be in the content area of each endorsement(s) held. This is recommended practice pending adoption of the rules. Non-traditional professional development activities may be approved for this purpose.

"Relicensing credit" means a unit of measure assigned by a local or regional standards board, or the Licensing Office, to a professional development activity that meets the standards for relicensure.


















Appropriate Activities for Professional Development and Relicensure Credit

Professional development activities are those activities/experiences that help educators to fulfill the goals of their IPDP, are related to their endorsement(s), and result in new learning and growth for the educator and student. These include, but are not limited to:

Traditional professional development:

- ✘ Graduate courses and/or appropriate undergraduate courses
- ✘ Workshop participation
- ✘ Conference participation
- ✘ Local and regional staff development

Non-traditional professional development: (A maximum of 3 credits per category)

-  Job-embedded new learning activities that occur in the regular working day
-  Workshop preparation and presentation
-  Conference preparation and presentation
-  Curriculum work
-  National Board for Professional Teaching Standards (NBPTS) certification or portfolio preparation
-  Research
-  Educational advocacy activities involving Vermont=s student population
-  Educational district, state, or national committee service
-  Mentor/protégée activity
-  Peer coaching/review
-  Educational travel
-  Educational work experience
-  Professional writing/publishing
-  Grant writing
-  School-community partnership initiatives
-  School-business/industry partnership initiatives
-  Educator initiated projects